

3.7.1 The institution employs competent faculty members qualified to accomplish the mission and goals of the institution. When determining acceptable qualifications of its faculty, an institution gives primary consideration to the highest earned degree in the discipline. The institution also considers competence, effectiveness, and capacity, including, as appropriate, undergraduate and graduate degrees, related work experiences in the field, professional licensure and certifications, honors and awards, continuous documented excellence in teaching, or other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes. For all cases, the institution is responsible for justifying and documenting the qualifications of its faculty. (See the Commission guidelines “Faculty Credentials.”) **(Faculty competence)**

Compliance Partial Compliance Non-Compliance

Narrative:

Chattahoochee Valley Community College (CVCC) has processes and procedures in place assuring faculty are credentialed and qualified to teach courses that fulfill the [mission](#) and goals of the College.

All prospective faculty must submit an application prior to employment. Official transcript(s), resume, and any licensures or certifications must be on file. For full-time faculty, the credentials are reviewed by all members of the search committee to ensure that minimum qualifications are met. For part-time faculty, the credentials are reviewed by the appropriate Lead Faculty, Division Chair and the Chief Academic Officer to ensure the potential faculty member has the required qualifications as outlined in [Human Resources Procedures Manual](#).

The College complies with not only SACSCOC requirements regarding faculty qualifications and competence, but also the State Board Policy [605.02](#) which describes three groups of qualified instructors. [Group A](#) comprises the instructors who are credentialed to teach courses in an associate degree designed for transfer to senior institutions. [Group B](#) comprises the instructors who are credentialed to teach courses in an associate degree program not usually resulting in transfer to senior institutions. And [Group C](#) comprises the instructors who are credentialed to teach courses leading to a certificate.

A complete listing of CVCC faculty with qualifications and courses taught can be found in the [Faculty Roster](#) provided for the 2012-13 academic year, as required by the Commission on Colleges.

SUPPORT DOCUMENTATION
College Catalog and Student Handbook, Mission – Page 11
Human Resources Procedures Manual, Faculty Credentials – Pages 14-15
State Board Policy 605.02: Postsecondary Faculty Credentials
Group A Example
Group B Example
Group C Example
Faculty Roster 2012-13

